

**NASSAU COUNTY  
OFFICE OF COMMUNITY DEVELOPMENT**

**AND**

**TOWN OF NORTH HEMPSTEAD  
COMMUNITY DEVELOPMENT AGENCY**

Community Based Non-Profit Application  
U.S. Department of the Treasury  
Emergency Rental Assistance (ERA) Program

**Name of Organization:** \_\_\_\_\_

**Date of Submission:** \_\_\_\_\_

**LAURA CURRAN  
NASSAU COUNTY EXECUTIVE**



**JUDI BOSWORTH  
NORTH HEMPSTEAD SUPERVISOR**



**COMMUNITY BASED NON-PROFIT APPLICATION  
EMERGENCY RENTAL ASSISTANCE (ERA) PROGRAM**

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**Name of Organization:** \_\_\_\_\_

**Address of Organization:** \_\_\_\_\_

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Charities Registration #:** \_\_\_\_\_

(Obtained from NYS Attorney General)

**Tax ID #:** \_\_\_\_\_

**Year(s) in Operation:** \_\_\_\_\_

Application is due to this office no later than **Friday, May 14, 2021 by 4:00 pm.**

E-Mail Application to:  
Theresa Dukes, Deputy Director at:  
TDukes@NassauCountyNY.gov

## COMMUNITY BASED NON-PROFIT APPLICATION EMERGENCY RENTAL ASSISTANCE (ERA) PROGRAM

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**Purpose:** The Nassau County Office of Community Development (NC OCD), in coordination with the Town of North Hempstead Community Development Agency (CDA), is requesting proposals from qualified applicants to undertake activities related to community outreach and applicant assistance under the Emergency Rental Assistance (ERA) Program.

**Geographic Boundaries for Outreach:** Outreach efforts will be limited *ONLY* to the Cities of Glen Cove and Long Beach and areas within the Town of North Hempstead including Incorporated Villages and hamlets. Other Nassau County localities will be expressly serviced by the Towns of Hempstead and Oyster Bay.

**Background:** The Emergency Rental Assistance (ERA) Program was established by the federal Consolidated Appropriations Act of 2021. Four municipalities in Nassau County were allocated funding under the Program: the Towns of Hempstead, North Hempstead and Oyster Bay, and Nassau County. Nassau County's allocation is intended to support the two cities of Glen Cove and Long Beach that are located outside of the three Towns. The primary purpose of the ERA Program is to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic. Nassau County and the Town North Hempstead have opted to partner with the New York State Office of Temporary and Disability Assistance (OTDA) and to have the Program administered by OTDA within their respective jurisdictions.

Each local municipality is responsible to plan for, monitor and implement outreach; to provide application assistance to local residents; and ensure approvable applications are received by OTDA. The County and the Town wish to engage the services of one or more eligible community based non-profit organizations to perform these tasks. The two Municipalities are in receipt of a combined \$15,566,196 in ERA funds, of which approximately 7.5% will be designated for Outreach Services by community based non-profit organizations. Funding awards will consider any additional federal requirements imposed on the funding including spending deadlines, in addition to the criteria outlined below. The Municipalities expect Grantees to commence the needed Outreach Services as early as **June 1, 2021**.

**Eligible Applicants Include:** Community-based non-profit organizations with experience in housing assistance.

**Expected Services Will Include:** Eligible applicants are expected to outline their plan to provide outreach and application assistance activities under the ERA Program which will include but not be limited to: coordination with local municipal building departments to obtain listings of rental properties; engaging tenants and landlords who may be eligible under the Program through direct mailings and other forms of outreach; assisting eligible tenants in accessing the application portal and complete submission of required documents; providing housing stability services related to the COVID-19 outbreak; and engage with Nassau County Agencies for assistance with client coordination.

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**Selection Criteria:** All grant applications will be screened by County and Town staff for completeness and compliance with applicable regulations.

Answers to the following questions will be utilized in selecting Grantees to undertake the needed services. There is a finite amount of space for each answer. Please attach additional documentation should you exceed the character limit.

1. Are you a community-based 501(c)(3) non-profit in good standing? Please explain.
  
  
  
  
  
  
  
  
  
  
2. Does your organization have experience with housing counseling in Nassau County or Long Island, preferably as a HUD-certified Housing Counseling Agency?

Yes, we are a HUD-certified Housing Counseling Agency \_\_\_\_

No, we are not a HUD-certified Housing Counseling Agency \_\_\_\_

If yes, please describe what types of housing counseling and case management you provide.  
If no, please explain your organization's experience with housing counseling and case management.



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5. Please describe your capacity to provide the needed services to an expected 2,000 applicants.

6. Do you have the organizational capacity and readiness to proceed? Please explain.

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7. New York State has identified several priority populations as follows:

- 50% AMI or below
- Unemployed
- Victims of domestic violence
- Veterans in distress
- Pending eviction
- Communities that have/had high rates of COVID

What recent experience have you had conducting community outreach in communities disproportionately impacted by COVID-19, such as communities of color, economically disadvantaged groups, veterans, and victims of domestic violence? Please explain.



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10. Outreach is expected to include coordination with local building departments and municipalities to obtain lists of registered rental units. Please summarize your experience working with such entities and how this might relate to the ERA Program.

11. Additional outreach is expected to include Nassau County Agencies who deal with the populations you will need to target. Such County Agencies include:

- Department of Social Services
- Office of Minority Affairs
- Office of Hispanic Affairs
- Office of Asian American Affairs
- Office of the Aging
- Veterans Service Agency

Please summarize your experience working with these Agencies and how this might relate to the ERA Program.

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12. Please provide any additional relevant information that may support your experience and ability to undertake this initiative.